



Department of Corrections
ADMINISTRATIVE BULLETIN

Subject: Watch Assignment Preference by Seniority

Number:

03-03

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Canceled Effective:

The purpose of this Administrative Bulletin (AB) is to announce a change and clarification of policy regarding watch assignment preference by seniority. This AB ensures compliance with current laws, statutes, policies, etc., and affords consistency within CDC.

POLICY

The following changes to Chapter 3, Article 20, Personnel Policies, 33010.18, Watch Assignment Preference By Seniority are now applicable:

- All references to the Lieutenants shall also include Sergeants.
- The one reference to Officers has been eliminated from this section.
- Watch preference shall be based on the Lieutenant and Sergeant's seniority.
- There will no longer be Lieutenant positions exempt from the watch preference position count for calculating the 60/40 percentages.

All other issues encompassed by 33010.18 remain in effect.

Please ensure all persons concerned are informed of the contents of this AB, which shall remain in effect until incorporated into Department Operations Manual, Chapter 3, Article 20, Personnel Policies. If you have any inquiries regarding this AB, please contact Ron Kuwahara, Correctional Captain, Institutions Division, at (916) 327-5311.

Original Signed By

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